

CASCADE COUNTY WORK SESSION MINUTES
COMMISSION CHAMBERS COURTHOUSE ANNEX

Minutes of Work Session		
Notice: Pursuant to MCA 2-3-212(1), the official record of the minutes of the meeting is in audio form, located at cascadecountymt.gov and the Clerk and Records Office. This is a written record of this meeting to reflect all the proceedings of the Board. MCA 7-4-2611 (2) (b). These minutes were officially approved on November 14, 2017	Date: November 8, 2017	Time: 2:00 p.m.
Board of Cascade County Commissioners: Chairman Jim Larson, Commissioner Jane Weber, and Commissioner Joe Briggs (Excused).		
Present: Carey Ann Haight – County Attorney’s Office, Mary Embleton – Board of Commissioners, Trista Besich – Community Health Care Center, Tonya Houston – City-County Health Department, Brian Clifton – Public Works, Kim Hulten – Aging, Karen Nebel – NeighborWorks, Traci Rosenbaum – Great Falls Tribune, Bonnie Fogerty – Board of Commissioners, and Frank Warren – Clerk and Recorder’s.		
Consent Agenda Items:	Purpose:	Department:
Resolution 17-107: Budget Appropriation for Adult Detention Center Capital Improvements Fund. Vendor: Warehouse Flooring. Total Cost = \$ 69,666.00 (Ref: Contract 17-185) <i>There was a brief discussion on Resolution 17-107. Please refer to audio file for details.</i>	Carpet Replacement	Sheriff’s Office
Contract 17-190: Preferred Office Equipment. Monthly Lease Payment = \$ 178.80 - \$ 75 document fee included on 1 st invoice. Term: 60 Months. Total Cost = \$ 10,803.00 (Ref: Contract 17-191) <i>Comments:</i> <i>Commissioner Weber: Requested clarification on the \$75 document fee.</i> <i>Carey Ann Haight: Advised she will need to research.</i>	Sharp MX-M654N for the County Attorney’s Office – Lease Agreement # 9673767001	County Attorney’s Office
Contract 17-191: Preferred Office Equipment contract. The contract includes 3,000 B & W copies per month for \$20.10 with all excess copies billed at 0.0067 per page. Includes toner &	Preventative maintenance/ intervening service call contract on Sharp MX-M654N for the County Attorney’s Office.	County Attorney’s Office

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<p>developer. Term: 60 Months. Total Cost = \$ 1206.00 (Ref: Contract 17-190)</p> <p><i>There was a brief discussion on Resolution 17-191. Please refer to audio file for details.</i></p>		
<p>Contract 17-192: Community Developmental Block Grant (CDBG) Agreement between City of Great Falls & Area VIII Agency on Aging. Grant Amount = \$ 25,000.00</p> <p><i>Comments:</i> <i>Kim Hulten: Annual CDBG Grant, received for Meals on Wheels Program. No change to the existing contract.</i> <i>Mary Embleton: Advised City of Great Falls must approve, also.</i></p>	<p>The CDBG national objective is expanding and improving the quantity and quality of community services, principally for persons of low and moderate income.</p>	<p>Aging</p>
City-County Health Department:	Purpose:	Department:
<p>Contract 17-182: Cummins Sales & Service – Effective: September 1, 2017 – August 31, 2018. Total Amount = \$ 960.00 (<i>renewal</i>)</p> <p><i>There was a brief discussion on Resolution 17-182. Please refer to audio file for details.</i></p>	<p>Planned maintenance agreement for generator and transfer switch full maintenance.</p>	<p>CCHD</p>
<p>Contract 17-183: MT DPHHS Task order # 17-07-4-31-106-0 Immunization Program, Amendment #1. Funding increased by \$ 16,920. Total maximum amount payable = \$ 50,760 (<i>ref: 16-215,R0332396</i>)</p> <p><i>Comments:</i> <i>Tonya Houston: This is an extension to existing grant to bring it in line with County FY. Grant will then continue under County FY schedule as long as the grant continues.</i></p>	<p>To check, provide and report on immunization status of WIC clients</p>	<p>CCHD</p>
Community Health Care Center:	Purpose:	Department:
<p>Contract 17-193: Agreement between by and between Cascade County/CHCC and Snyder Drug. Effective: November 3, 2017. (<i>no cost to the County</i>)</p> <p><i>Comments:</i></p>	<p>Pharmacy Services</p>	<p>CHCC</p>

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<p><i>Trista Besich: When Kmart closed one of the 2 low-cost pharmacy options disappeared. Snyder Drugs was going to step in to fill some prescriptions, for CHCC patients, at cost plus \$5.00 fee.</i></p> <p><i>Commissioner Weber: Questioned whether we can do multiple pharmacies.</i></p> <p><i>Trista: Yes, but CHCC has not found another that is willing to be as competitive with their administrative fees as Walgreen's currently is.</i></p>		
<p>Contract 17-195: Business Agreement between CHCC and TriZetto Provider Solutions, LLC. Effective upon signing. No contract term. Expected cost = \$ 869 per month.</p> <p><i>Comments:</i></p> <p><i>Trista: The objective is for CHCC to transition their clearinghouse to a preferred provider of ECW (Electronic Claims Warehouse). This will allow for more control over the claims management process.</i></p> <p><i>Carey Ann: Has received terms document, but it is not in a format she can edit. She has made handwritten edits for review by TriZetto.</i></p> <p><i>Commissioner Weber: Indicated it seems odd for there to be no contract terms.</i></p> <p><i>Trista: This is due to it being part of the arrangement, between CHCC & TriZetto, for them to become a preferred partner. There are also no implementation costs, and 3 months of service are to be provided for free by TriZetto. A 30 day opt out does exist, for CHCC, in regards to this agreement.</i></p>	To provide clearinghouse services	CHCC
Agenda Items:	Purpose:	Department:

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<p>Item # 1: Contract 17-189: Blue Ribbon Electric Agreement. Total Cost = \$ 60,000</p> <p><i>Comments:</i> <i>Brian Clifton: Indicated this is the installation part of the backup generator at the JDC. The generator is already on order. It is being purchased directly. Cost of the generator is also \$ 60,000.00. Total for generator and installation came in at 121,000.00. \$ 120,000.00 + 20% contingency was previously approved.</i> <i>Commissioner Weber: Requested this item be moved to Consent Agenda.</i> <i>Chairman Larson: Agreed to move Contract 17-189 over to the Consent Agenda.</i></p>	<p>Award for installation of the Juvenile Detention Center backup generator</p>	<p>Public Works</p>
<p>Item # 2: Contract 17-194: Approval of Community Developmental Block. (CDBG) funds. Total project costs = \$ 117,623 (Ref: Contract: 17-147, R0343962)</p> <p><i>Comments:</i> <i>Chairman Larson: Indicated this will become item # 1 for 11/14/2017 Commission Meeting agenda items.</i> <i>Mary Embleton: This is part of the CDBG competitive housing project that has existed since 2015. In August 2017 the Commission approved this approved this project subject to approval by the State.</i> <i>Karen Nebel: When NeighborWorks first presented this loan they had two amortizing loans, both at 0% for 30-year terms. These ran concurrently. The Revised plan is to have NeighborWorks doing the 1st mortgage for 51% of the loan amount, amortizing over 30 years at 4%. The 2nd lien on the property (loan/mortgage) would be CDBG funds. This would be 49% of the loan amount, which will be forgiven in 20 years. In 20 years there will be a deed restriction, so recipient can't turn around and sell the</i></p>	<p>Construction of home for the landowner, Mr. Richard Frank, in Ulm, Montana.</p>	<p>Initiated by NeighborWorks Presented by Mary Embleton & Karen Nebel</p>

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<p><i>property to make a profit on the property.</i></p> <p><i>Commissioner Weber: Questioned that 2 things would be happening concurrently. One being the NeighborWorks loan, for 51% of value, which recipient would be paying \$ 406.78 per month and the recipient would not be making payments on 2nd loan/mortgage, which is CDBG funds/grant dollars. At the end of 20 years, the recipient would free and clear after making the \$ 406.78 monthly payment for 20 years.</i></p> <p><i>Karen Nebel: Correct, but only on the CDBG portion of the loan. The recipient would continue to make payments on NeighborWorks loan for remaining 10 years of the 30-year loan term.</i></p> <p><i>Carey Ann: Advised that original Contract 17-147 will automatically be replaced when new Contract (17-194) is implemented.</i></p>		

Additional Items added to the Consent Agenda:

Carey Ann advised there could possibly be up to 3 additional add-on items, for the 11/14/17 meeting, but that is not a certainty at this point.

Public Comment: None

On any public matter that is not on the meeting agenda and that is within the Commissioners' jurisdiction. (MCA 2-3-10). None

Adjournment: Chairman Larson closed the work session meeting at 2:36 p.m.